

PALM BEACH COUNTY, FLORIDA
Citizens Advisory Committee on Health and Human Services
Meeting Date – April 10, 2008
Community Services Department – Basement Conference Room

“Regular Meeting”
MINUTES

CAC Members Present:

Barbara Jacobowitz (1st Vice-Chair)
Thomas Arnedos (2nd Vice-Chair)
Sandra Chamblee
Dr. Barbara Cox Gerlock
Col. Michael Gauger
Jill Hanson
Elizabeth Hernandez Cayson
Dr. Cynthia Smith
Debby Walters

Absent CAC Members:

Dr. Richard Galeta, (Chair)
Nate Nichols

Ex-Officio Members Present:

Edward Holloway
Houston Tate

Absent Ex-Officio Members:

Lt. Mike Kirschner
Brenda Gail Oakes

Others Present:

Jon Van Arnam
Edward L. Rich
Renee Constantino
Tammy Fields
Dr. Roland Williams
Sharon O’Neill
Lorenzo Taylor
David Rafaidus
Linda Gordon
Karis Engle, Glades Initiative Inc.
Jamie Estremera-Fitzgerald, Area
Agency on Aging

Agenda Items

1. CALL TO ORDER

- A. Roll Call – Linda Gordon – 8:40 a.m.
- B. Disclosures
 - None
- C. Public Input on Agenda Items
 - None
- D. Staff Information Updates
 - Noted was The Post newspaper article, “Cutting school readiness money makes no sense” as a handout.

Edward L. Rich – For the next (May) CAC meeting, he plans to try to get an update on what budget cuts the State is proposing.

E. Chair Comments

Barbara Jacobowitz – She introduced Debby Walters, the newest member of the Citizens Advisory Committee (CAC), and asked her to make a few comments. Debby is the Executive Director of the Palm Beach County Community Health Alliance.

Debby Walters – She thanked the CAC for the opportunity to be part of Palm Beach County and is looking forward to learning more about what the needs are in the County. Her background experience prior to coming to this County includes:

- The Association of Maternal and Child Health Programs in Washington, D.C.;
- The Agency for Health Care Administration in Tallahassee, Florida, as a Senior Medicaid Policy Research Analyst; and
- The Palm Beach County Health Alliance Board of Directors when the Alliance was first formed.

The Palm Beach County Community Health Alliance's mission is to advocate for and to provide quality health care services to the uninsured, the underinsured, and the underserved which includes of lot of residents in the County. The Alliance is a collaboration of 30 member-partners. In the next two (2) months there will be a newly designed website, the Shared Health-Record computer system will be going live in the County starting with Glades Hospital and Florida Atlantic University, and a number of things occurring with Medicaid which is the eligibility system in case management. A celebration about all the Alliance has been done through its partners will be held in June.

Barbara Jacobowitz – She commented that she has delivered to the Palm Healthcare Board of Trustees the report on all of the different health and human services planning activities going on in Palm Beach County. The planning session of Palm Healthcare Foundation will take place at the beginning of May 2008 (date to be determined). She is hoping to provide the report chapters pertinent to the CAC so that the Committee will have the first step of the foundation as described in the Work Plan.

2. AGENDA APPROVAL

A. Additions, Deletions, Substitutions

- None

B. Adoption of the Agenda

- *Jill Hanson – Motion to Approve and Adopt the Agenda.*
- *Dr. Cynthia Smith – Seconded the Motion to Approve and Adopt the Agenda.*
- *No Discussion*
- *Motion to Approve and Adopt the Agenda passed unanimously.*

3. REGULAR BUSINESS (Action Items)

A. Adoption of the CAC Regular Committee Minutes (February 14, 2008)

- *Elizabeth Hernandez Cayson – Motion to Approve and Adopt the CAC Regular Committee Minutes of February 14, 2008.*
- *Jill Hanson – Seconded the Motion to Approve and Adopt the CAC Regular Committee Minutes of February 14, 2008.*
- *No Discussion*
- *Motion to Approve and Adopt the CAC Regular Committee Minutes of February 14, 2008 passed unanimously.*

B. Adoption of the CAC Executive Committee Minutes (March 13, 2008)

Barbara Jacobowitz – She asked whether the Executive Committee Minutes have to go back to the Executive Committee to be adopted or can they come forward at this meeting.

Tammy Fields - She stated that what should happen rather than an adoption is to have the Executive Committee Minutes received-in-file for informational purposes to the complete CAC. The Executive Committee will be adopting its own Minutes.

4. **OTHER BUSINESS**

AGENDA ITEM 4A: **The “Citizens Advisory Committee on Health and Human Services Executive Committee Report – A Renewed Focus” presented by Jon Van Arnam**

Jon Van Arnam – He explained that the “Citizens Advisory Committee on Health and Human Services Executive Committee Report – A Renewed Focus” (heretofore Renewed Focus) is a summarized discussion and consensus of the Executive Committee. The Renewed Focus has a higher status than a set-aside project. It is intended to be a guideline and approach to what the CAC would do as a main part of its activities.

The Renewed Focus would make the CAC more productive and relevant to the work of the Board of County Commissioners (BCC) and to staff. The CAC would play a significant role in assessing, evaluating, and commenting on work being done by multiple entities in the County. The CAC’s role would be relative to planning, data collection, and needs assessment in the area of social services. Then having looked at those efforts through the data, the CAC would discuss the information, and make recommendations to the BCC.

The staff would work to put together an initial inventory of planning studies, needs assessments, and data collection efforts that are ongoing in the County, and identify any new ones. That information would be provided to the complete CAC or to the Executive Committee for review and comment. Then it would be determined which data sources to track, the pertinent information would be identified and pulled out, and provided to the CAC.

This approach of the Renewed Focus is based on the conclusion that the CAC members and the staff have a limited amount of time to be able to spend on the Committee’s work. Also,

this approach eliminates the need to initiate new data collection and studies. There is ongoing existing data that can be used. The CAC would be looking at data and/or conclusions that are contained in the reports of other entities and helping to decide what is relevant and what to do with that information, and how different entities are related as shown by their report data.

Barbara Jacobowitz – She added that the CAC Executive Committee is very supportive of the Renewed Focus and wants to move forward with it.

Dr. Barbara Cox Gerlock – She asked whether it will be the CAC’s responsibility to make recommendations to the BCC regarding changes within the overall County service delivery system. Right now everybody is starting to cut programs and services. There is no overarching body looking at the impact of those cuts on the entire community. Who is going to be that entity? Will it be the CAC, the BCC or some other group?

Jon Van Arnam – He thinks that is a good question to which there is not a simple answer. The system is complex with the various levels of government and the various types of non-profit agencies, some of which have legislative mandates to perform certain functions. There is no entity in the County that has the authority to change the overall mix of the Federal, State and County government programs.

He does see that the Board of County Commissioners (BCC), through the implementation of the Comprehensive Plan, is in the best position and has some responsibilities to work with all of the entities. The BCC not only implements programs, but has partnerships with local, State and the Federal governments to ensure that services are available for a healthy and safe community. He thinks it is appropriate that the CAC plays a role in making observations and passing on that information to the BCC in the form of recommendations. Whether the CAC has the capability to broadly and comprehensively comment on the whole ‘State of the County’ relative to health and human services remains to be seen.

Barbara Jacobowitz – She mentioned the Miami-Dade County Report Card done by their local health council with the support of local philanthropic organizations. They have an overarching body that decides which are the benchmarks to pick and look at before they go forth in funding different areas. That is something the CAC could possibly do, though not in the same level of detail.

David Rafaidus – He said he will try to obtain copies of the Report Card for CAC members.

Dr. Barbara Cox Gerlock – Her concern is that agencies are working individually to make cuts to live within a budget. It will be hard for the agencies to know what the other agencies are doing. If the CAC can take a look at what the impact of the budget cuts is the first year, maybe then there can be some discussion so that the second year is not as bad as the first.

Jon Van Arnam – He feels that that is a good point. The County is figuring out how programs are going to be affected by local budget cuts. There will be some indication regarding State budget cuts in approximately a month. Any cuts will still be subject to the Governor’s review and signature.

Also regarding the Renewed Focus, there may be thirty (30) similar planning efforts in the County. It will not be feasible for the CAC to look at each one in detail. The CAC could identify four (4) or so efforts as most relevant to focus on during the year. If the CAC comes up with a recommendation about one (1) of those efforts, or a meaningful conclusion is made about the four (4) efforts then that would be good. The Renewed Focus is designed so that review and recommendations will be in manageable pieces.

Edward Holloway – He asked if there is a State planning organization that tries to coordinate the counties or regions.

Barbara Jacobowitz – On the State level there has been disagreement back and forth between the Department of Health and the Agency for Health Care Administration. There are eleven (11) local Health Councils still in existence to be the local planning arms. Some counties have created their own separate planning bodies.

Elizabeth Hernandez Cayson – She agreed that the Renewed Focus is heading in the right direction. She asked if there will be leeway to address ‘hot-topics’ so that the CAC will be kept up to date.

Barbara Jacobowitz – She doesn’t see anything that would prevent addressing hot-topics.

Jon Van Arnam – He stated that one thing addressed at the CAC Executive Committee meeting was that Staff is going to try to do a better job at adding hot-topics to the CAC agenda. The Renewed Focus allows hot-topics as a standard operating background of what the CAC does.

- *Sandra Chamblee – Motion to Approve and Adopt the “Citizens Advisory Committee on Health and Human Services – A Renewed Focus”.*
- *Thomas Arnedos – Seconded the Motion to Approve and Adopt the “Citizens Advisory Committee on Health and Human Services – A Renewed Focus”.*
- *No Further Discussion*
- *The Motion to Approve and Adopt the “Citizens Advisory Committee on Health and Human Services – A Renewed Focus” passed unanimously.*

AGENDA ITEM 4B: CAC Work Plan for 2008/2009 presented by David Rafaidus

Barbara Jacobowitz - She complimented David Rafaidus for capturing what has been discussed by the CAC in writing and preparing the Work Plan.

David Rafaidus – The draft Work Plan is based on the recommendations in the CAC Executive Committee Minutes, on the Renewed Focus paper, on previous work plans, and on CAC comments. He tried to codify the information into a single document. The Executive Committee is looking for the entire CAC to acknowledge and approve the Work Plan so that the Committee can proceed in accomplishing its overall mission. In the future, priorities and dates could also be included in the Work Plan, as well as collaborative partners. The Work

Plan, though only two (2) pages, is intended to be a living, breathing document. Each topic can have a dedicated page. Updates and information can be provided to the CAC so that eventually the document will show what the task was, what the CAC has been doing, what the status is.

One of the first things on the Work Plan is the Homeless Strategic Plan. Jon Van Arnam and Claudia Tuck have mentioned at previous meetings the importance of the Strategic Plan. Today, the CAC could effectively say that it is not only acknowledging the draft Work Plan, but can provide County Administration and the BCC with comments and support of the Strategic Plan.

Dr. Barbara Cox Gerlock – She asked for clarification of the “Principal Activities” duties. Are the Activities pertaining to the staff or the CAC or both? Is the expectation that the “Work Product” will be produced by the CAC or the staff or both?

David Rafaidus – The “Principal Activities” are that of the CAC and then there would be sub-components to it as far as prioritization or possible ad hoc committees.

Dr. Barbara Cox Gerlock – Also under “Principal Activities” is “briefings by staff”. She is wondering if the Activities should be set out in terms of what the CAC is supposed to do and what the staff is supposed to do, and who is supposed to produce the Work Product.

David Rafaidus – He stated that the CAC will be giving their input and recommendations and give guidance, but staff will be providing the work-documents.

Jon Van Arnam – Using the Homeless Strategic Plan as an example, the County would certainly like at minimum a recommendation or an endorsement eventually from the CAC because it would help support that Plan. The CAC would be looking at the Strategic Plan in the context of the bigger picture. A CAC committee could look at the Strategic Plan recommendations in detail, and then provide a summary review and recommendation to the complete CAC.

Barbara Jacobowitz – Everyone has only just seen the draft Work Plan this morning. Should more time be allowed for the CAC members to take a better look at it? There are no time frames in the draft Work Plan and there are other things missing.

Debby Walters – How many issues, other than the Homeless Strategic Plan, is the CAC going to define in terms of the Work Plan? Since she is a new member, have those issues already been designated.

Barbara Jacobowitz – She explained that ‘homelessness’ came up due to the issue with the Westgate Tabernacle Church. Some of the other issues are more generic.

She stated that the Executive Committee will meet with Staff to discuss who is responsible for what, time frames, and other additions that need to be made to the draft Work Plan.

Tammy Fields – She commented that across from the task “Hold & Attend Regular Committee Meetings” and under “Work Products” should be “Minutes”.

Sandra Chamblee – Regarding the task of “Annual Report”, does the Board of County Commissioners no longer want the CAC to have an annual, in-person appearance at a BCC Meeting? She would like the CAC to either appear before the BCC or to have an annual workshop meeting with the Commissioners.

Dr. Barbara Cox Gerlock – She asked if there could be meeting teleconferencing.

Tammy Fields – All of the technology has to be in place. If the noticing is done appropriately and there is a place where the public is able to participate, and to provide input, and to hear everyone’s comments and all of the discussions, then teleconferencing can be done. Technologically it is very challenging to arrange with what is available.

David Rafaidus – He stated he’ll look into the possible capabilities of teleconferencing. He also asked that everyone with comments about the Work Plan please forward their comments, recommendations and requests for clarification to him.

AGENDA ITEM 4C: The draft of the Homeless Strategic Planning Committee’s 10-Year Plan (presented by Edward L. Rich and Jon Van Arnam)

Edward L. Rich – Within the past year or so, Palm Beach County was chosen to be a lead entity regarding ‘homelessness’. Part of the continuum of care of (HUD) Housing and Urban Development was the goal of ending homelessness within ten (10) years. In order to receive Federal funding, the Homeless Advisory Board created the “Ten Year Plan to End Homelessness in Palm Beach County”.

Jon Van Arnam – The draft of the “Ten Year Plan to End Homelessness” includes the goals and action steps. It will be presented to the Board of County Commissioners (BCC) on April 15, 2008 at 2:00 p.m. in a workshop setting and all are invited. The intent of the workshop is to get some feedback from the BCC on the work that has been done to-date. The goals and action steps are going to be the meat of what will be the document called “The Homeless Strategic Plan” which will come out in June or July of 2008. The Strategic Plan will ultimately come back to BCC for adoption. It would be nice to have an endorsement from the CAC at some point in the process so that when the BCC considers the final adoption, the BCC will know that the CAC is supportive of the Plan.

The Homeless Advisory Board has done a lot of good work. There are thirty-six (36) people on the Board which consists of community leaders, city representatives, clergy, funding and foundation representatives, and of formerly homeless individuals. The hope is to create a community consensus in which the County is just the lead entity.

Edward L. Rich – He asked that the CAC provide comments and suggestions about the draft Ten Year Plan so that they can be taken to the Homeless Advisory Board for consideration.

Dr. Barbara Cox Gerlock – There are some ‘Time Frames’ that show a ‘Funding Status’ of “Cannot be achieved without new funding”. If year one (1) of the Ten Year Plan doesn’t have funding, then how can everything after that follow?

Jill Hanson – She is concerned that when funding is available, it is used for multiple studies and not to directly help the homeless.

Edward L. Rich – He reiterated that the CAC members provide their comments and concerns to the Staff so that Staff can present them to the Board of County Commissioners.

Tammy Fields – The next meeting of the Homeless Advisory Board is on April 16, 2008 at 2:00 p.m. at the Riviera Beach Conference Room located at 1440 Martin Luther King Boulevard in Riviera Beach.

AGENDA ITEM 4D: Member Comments on Non-Agenda Items

Dr. Barbara Cox Gerlock – In Fall 2007, she had been advised that the State legislature’s budget would include funds for the development, planning and construction of a new Juvenile Assessment Center. The property where the current Assessment Center is located (Belvedere Road) is going to be taken over by the airport on June 30, 2011. The budget was supposed to include \$100,000 for planning in 2008, and \$20 Million over the next four (4) years for construction. That money does not appear to be in the State budget.

Col. Michael Gauger – He said that he is not sure that Palm Beach County’s budget funding was dismissed, though others around the State were. The last he heard is that Palm Beach County’s funding remained in place, but new information might change that.

Dr. Barbara Cox Gerlock – She explained that the Juvenile Assessment Center will have the funding remain in next year’s budget, but what is not in the budget is the planning money for the new Assessment Center. As of July 31, 2011 there is no place for the Assessment Center to operate because there will be no building to work in. The County is providing the property for the new building, but the State needs to provide the construction funds.

Tammy Fields – Regarding the CAC Contact List that is marked “confidential”, it is not confidential because the information is public record.

Elizabeth Hernandez Cayson – She stated that because her husband works in law enforcement, her home information is an exception to the “public record” rule.

Tammy Fields – She said that she would prefer the Contact List be returned by the CAC members. [RECORDER’S NOTE: The copies of each Contact List were handed-in and destroyed by shredder.)

Renee Constantino – She thanked Dr. Roland Williams and David Rafaidus for the inaugural Citizens Advisory Committee on Health and Human Services brochure.

David Rafaidus – On May 8, 2008 from 8:30 a.m. to 4:00 p.m. is the Palm Beach County Disaster Preparedness Conference for Persons with Disabilities. It will be held at the Jewish Community Center – Kaplan Branch located at 3151 North Military Trail, West Palm Beach. A flyer was included in each CAC packet for today’s meeting.

Renee Constantino – She read an e-mail response by Dr. Linda DePiano, CEO of Oakwood Center of the Palm Beaches in response to a question asked by Dr. Barbara Cox Gerlock about the impact to Oakwood of taking on services to the Glades.

The question to Dr. DePiano was: “What has been the budget impact on Oakwood since you took on the Glades component? Has it had a negative, positive or neutral impact?”

Dr. Linda DePiano’s response was: “The impact on our budget from adding Glades services has been neutral. However, the impact on those depending on the mental health system in the Glades has been extensive and very positive. Oakwood obtained Joint Commission Accreditation for the Glades services in May 2006. These programs had no accreditation at the time we acquired the contracts in October 2005. Also, major damage occurred to all facilities in the Glades after the hurricanes. One (1) building has not been repaired, but other major facility improvements have been put in place. The ‘408’ building, which was completely destroyed has a new roof and has been gutted. Plans are almost complete for interior build-out and, upon completion, renovations will commence. Mobile Crisis Services have begun in the Glades since our involvement, and census on the CSU and PANDA programs have increased dramatically. Finally, Glades services have been added to the Oakwood Center computer network allowing better data collection and communication with all staff, as well as the implementation of the tier computerized clinical record system, enormously improving the medical records for the clients in the Glades. All are major accomplishments that Oakwood Center is proud of.”

AGENDA ITEM 4F: Public Comments on Non-Agenda Items

- None

AGENDA ITEM 4G: Good News Items

Jill Hanson – She announced that she has been selected as the “Volunteer of the Year” by the Executive Women of the Palm Beaches. There will be a luncheon on May 9, 2008 at the Kravis Center.

David Rafaidus – He and Dr. Cynthia Smith attended a session the previous day on ‘human trafficking’. The program information was remarkable. He complimented Detective Dale Fox of the Palm Beach County Sheriff’s Office for doing a wonderful job.

Dr. Cynthia Smith – She believes that the CAC would definitely benefit from having the presentation on ‘human trafficking’. She had a presentation done for the teachers at the Adult Education Center because they are in the largest adult education program in Palm Beach County. Eighty-five percent (85%) of the students are speakers of other languages. Her first encounter with human trafficking was in 1996 when she was the principal at another school. During an adult education writing activity, one of the students described how she got to the United States. The student had been promised a wonderful life, but once she came ashore her documentation was taken from her. The student and about 7 other young women were living in a mansion in Boca Raton and being prostituted. The student was attending the school to take a citizenship course that was required for her to remain in the U.S. Once

contacted, FBI agents arrived on-campus in about 15-minutes. Later it was learned that the information was used to bust an international human trafficking ring that extended around Florida, New York, California, and Texas.

Sandra Chamblee – She announced that she was given an award on February 18, 2008 by the FIU School of Public Health as the Outstanding Disease Prevention and Health Promotion Professional in South Florida.

AGENDA ITEM 4H: Potential Agenda Items for Future Meetings

Renee Constantino – The agenda item, “How CAC members can access the FAA website, will not take long. She just needs advance notice so that computer equipment can be set up.

The presentation by PBSO’s Gang Task Force was initially scheduled for today’s meeting. She moved the meeting when the Agenda was being changed. She needs to know to which month the 1½ hour presentation should be rescheduled.

Barbara Jacobowitz – She recommended that the Gang Task Force presentation not be rescheduled until the Work Plan is done.

The Potential Agenda Items for Future Meetings are:

- CAC Work Plan for 2008/2009 (May) (Dr. Richard Galeta)
- Selection of Benchmarks for Palm Beach County (May) (Dr. Richard Galeta)
- How CAC members can access the FAA website (Renee Constantino)
- South County Mental Health & How It Works
- MAPP Project
- Presentation by PBSO’s ‘Gang Task Force’ (Det. Byron Smith)

5. ADJOURNMENT

- *Jill Hanson – Motion to Adjourn the CAC Meeting.*
- *Elizabeth Hernandez Cayson – Seconded the Motion to Adjourn the CAC Meeting.*
- *No Discussion*
- *The Motion to Adjourn the CAC Meeting passed unanimously.*

Future Meetings:

CAC Regular Meetings: May 8, 2008; June 12, 2008

Executive or Reserved Meeting Dates: May 22, 2008; June 26, 2008

Minutes approved by the CAC on MAY 8, 2008 by _____
Signature- Dr. Richard Galeta, Chair